# CALIFORNIA STATE WAIVER PLAN

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# CALIFORNIA STATE WAIVER PLAN

### I. INTRODUCTION

#### A. STATE AND LOCAL GOALS

"California will have a highly skilled and well-educated workforce that enhances the State's competitive advantage in the global economy."

Major changes have occurred in the nation's economy during recent years. California has, in particular, felt the impact of those changes. Defense downsizing and base closures, global competition, rapidly developing technologies, and the rising costs of doing business have all contributed to California's recent economic challenges. There have been efforts to research both the causes of, and solutions to, these challenges. One conclusion common to all of these efforts is the recognition of a need for a well-educated, multiskilled, and flexible workforce. To successfully compete in the new global economy, California needs a workforce that is fully prepared to meet the challenges of working for its businesses and industries. First-time and returning workforce entrants must be workready, literate, and able to quickly grasp specific work tasks.

Workforce Preparation programs can support California's economic development through partnerships with employers, workers, labor, training providers, education, community-based organizations and government. The responsibility for workforce preparation is collective. A comprehensive workforce preparation system is an essential step toward revitalizing California's economy.

Under the guidance of the Governor and the Legislature, California has been engaged for several years in efforts to reform the fragmented collection of employment and training programs in order to enhance the state's economic competitiveness. These efforts include:

- Senate Bill (SB) 1417 enacted in 1994, which directed the State Job Training
  Coordinating Council (SJTCC) to develop recommendations for transforming
  California's fragmented and duplicative collection of federal and state employment and
  training programs into a cohesive, integrated workforce preparation system.
- SB 645, enacted in 1995, which requires the SJTCC to develop a system that will
  assess the accomplishments and measure the effectiveness of the state's workforce
  preparation system.
- Implementation of a statewide One-Stop Career Center System. The state is
  developing an integrated system to serve its primary customers employers and job,
  education and training seekers. A comprehensive array of services and information
  will be made universally accessible to all customers in a manner which is customer
  focused and able to support informed choice. The system will be performance

<sup>&</sup>lt;sup>1</sup> State Job Training Coordinating Council, "Response to Senate Bill 1417," 1996.

**based**, with the identification of clear outcomes it seeks to achieve, and methods for measuring the agreed-upon outcomes.

- Implementation of a statewide School-to-Career (STC) system. The system is based
  on the underlying principles that: the system is an integral part of broad education
  reform, workforce preparation and economic development efforts; all students must
  have access to a STC system; all efforts must include a strong and clear partnership
  structure; and, industry must play a central role in the emerging system.
- Implementation of the federal welfare reform legislation. This effort will help families
  find work and leave public assistance as quickly as possible. The state's workforce
  preparation system must be responsive to the needs of this large new population of
  first-time and returning workers.

### **Principles for California's Workforce Preparation System**

What kind of a workforce preparation system are we trying to build?

As the Governor's advisory body for workforce preparation, the SJTCC has established a set of guiding principles on which to build a policy framework for California's workforce preparation system. These principles incorporate the goals and objectives of the state's ongoing initiatives described above, and the needs of the current and future workforce. Based on these principles, and the goals and objectives stated in the Governor's Coordination and Special Services Plan (GCSSP), California's workforce preparation system should:

- 1. Strengthen the link between **education** and workforce preparation;
- Promote coordination and collaboration among programs to integrate service delivery, leading to an integrated One-Stop Career Center System, offering a comprehensive array of useful services;
- 3. Facilitate **customer choice** and **ease of access**:
- 4. Assist **welfare recipients** in achieving employment goals and attaining skill levels required for long-term self sufficiency;
- 5. Strengthen the connection between **economic development** and workforce preparation by focusing training on the needs of business and industry to ensure the competitiveness of California's workforce in the global economy; and
- 6. Include performance management systems that are **outcome-based** and incorporate the principles of continuous improvement.

### <u>Federal Principles for Further Reform of the Job Training System</u>

The Department of Labor's (DOL) guiding principles for providing flexibility to the job training system are consistent with the state principles for workforce preparation, and include:

- 1. **Individual Opportunity and Customer Choice**. Empowering participants who need employment and training services with the resources and information needed to make good choices.
- 2. **Leaner Government**. Replacing separate programs with streamlined systems for youth and adults, organized around the School-to-Work and One-Stop concepts.
- 3. **Greater Accountability**. Ensuring a clear focus on results, not process, through mutually agreed-upon improved performance outcomes.
- 4. **State and Local Flexibility**. Providing States, local communities and training systems with the freedom to tailor programs to meet real, locally determined needs.
- 5. **Strong Private Sector Roles**. Ensuring that business, labor and community organizations are full partners in systems design and quality assurance.

# B. HOW WAIVERS WILL CONTRIBUTE TO CALIFORNIA'S WORKFORCE DEVELOPMENT EFFORTS

As California moves toward a statewide system of delivering employment, training and education services in a more coordinated and integrated fashion, it is increasingly clear that the current array of disparate programs, each with its own requirements and definitions for eligibility, types of services available, accountability, record keeping and reporting, hinder the process. Cost allocation constraints create additional burdens on the workforce development system. The categorical program funding streams stifle creativity and increase costs. Workforce development operators should be allowed to coordinate their efforts in complementary fashion.

The introduction last year of federal workforce development Block Grant legislation held out some hope for states that a truly integrated, customer-driven system could be undertaken. With the defeat of the Block Grant bill, the granting of waivers to certain Job Training Partnership Act (JTPA) rules is a welcome opportunity to begin to close some of the gaps among program requirements and to provide easier access to a wider variety of services to our customers.

California is requesting waivers that will promote the coordination of services within an integrated environment, increase access to services by more individuals with special barriers, allow local programs to offer services more closely tailored to the individuals' needs, and contribute to a more efficient program. These waiver opportunities will strengthen the One-Stop and School-to-Career systems in the state, facilitate the provision of appropriate services to welfare recipients in their efforts to secure employment, enhance the connection between economic development and workforce preparation, and allow local service providers to offer services based on individuals' needs.

More specifically, California's Waiver Plan requests program-related waivers that promote greater customer choice and individual opportunity by allowing Service Delivery Areas (SDA) to provide the services needed by each individual, as indicated through the Objective Assessment and Individual Services Strategy (ISS). These would include, where appropriate, Job Search, Job Search Assistance, and Work Experience,

without having to combine them with other activities that would be inappropriate for the individual. When these activities are coupled with the ability to offer limited Post-Termination Training, California will be able to provide welfare recipients, as well as other economically disadvantaged and displaced workers, with the ability to not only secure, but to retain employment that will lead to self-sufficiency.

In order to increase the opportunities for coordination with Rehabilitation Services, and to provide better access to JTPA services for persons with disabilities, California is requesting that Social Security Disability Income (SSDI) be excluded from consideration as income in determining eligibility.

California's request for waivers in the youth programs will allow creative solutions to the constraints imposed by cutbacks in youth funding. They will allow local programs to provide the types of services needed without arbitrary measurement outcomes that may not reflect the needs of the local population. Instead of reporting standards driving the system, SDAs will be able to target their services to meet local needs, and to increase coordination with the local School-to-Career system.

The request to allow limited Employment Generating Activities will provide greater opportunities for local area collaboration among a variety of partners to support economic growth leading to sustainable jobs.

The administrative waivers requested are designed to support coordination and collaboration within the One-Stop System, remove administrative requirements that have a negative impact, and improve accountability. By waiving the non-positive outcome for those who transfer between programs, SDAs will be able to integrate service delivery, track clients through the system, and monitor their progress to assure that they are receiving the most appropriate array of services needed. The use of Program Income across titles can be an incentive for innovation in coordination strategies. The reduction of cost categories to two, Administration and Program, for all JTPA titles and programs, is the catalyst that will support this coordination. This simplified reporting system will allow local programs to be more effective by providing consistency of the accounting and reporting systems across funding sources, and promote efficiency of operations by eliminating costly, time-consuming and unnecessary administrative functions. Finally, the waiver replacing Title III follow-up with base wage file follow-up reduces costly and onerous administrative requirements and supports the state's efforts to expand performance based accountability through its SB 645 efforts.

### II. WAIVERS REQUESTED

### A. SUMMARY OF WAIVER REQUESTS

California is submitting twelve requests for waiver of JTPA statutes and regulations. At present we are not requesting any waivers of Wagner-Peyser Act provisions as we are still evaluating the benefits of joint planning by the JTPA and Job Service programs, and waivers of reporting requirements under Wagner-Peyser. Additionally, there are a number of waivers to the JTPA that have been requested by members of the employment and training and education community that are being considered, but which need further evaluation and/or research before submission. They are potential subjects for a second state waiver request.

Due to the diversity of local economic conditions and client needs in California's 52 Service Delivery Areas (SDA), not all of the waivers that we are requesting will be implemented on a statewide basis. Because of the effects on statewide accounting and reporting systems, and to ensure equity for all SDAs in distributing incentive funds, three of the waivers will be implemented statewide. The three statewide waivers are: Utilize the Youth Positive Termination Rate as a core standard instead of the two current standards of Entered Employment and Employability Enhancement Rate (P4); Reduce the cost categories to two, Administration and Program, for all titles (A3), and Replace Title III post-program follow-up requirements with UI base wage file matching (A4). For the remaining waivers, SDAs will have an opportunity to implement only those that will assist them in improving coordination and services in their local program areas.

The following is a list of the waivers requested by California. Each waiver is described in more detail, with all the information required by the DOL guidelines, pursuant to Training and Employment Guidance Letter No. 6-96, dated April 1, 1997.

## Program Waivers

- 1. Allow stand-alone Job Search, Job Search Assistance, and Work Experience.
- 2. Allow the provision of training (including On-the-Job Training (OJT) with a current or previous employer) as a post-termination service and allow post-termination services for up to one year for all Titles.
- 3. Exclude Social Security Disability Income (SSDI) as income when determining eligibility for Title II services.
- 4. Utilize the Youth Positive Termination Rate as a core standard instead of the two current standards of Entered Employment and Employment Enhancements.
- 5. Waive the requirement that a Youth OJT assignment must pay the average adult wage.
- 6. Allow flexibility to offer the full range of employability enhancement training to all youth, regardless of age.
- 7. Allow a 10 percent window for the Title IIB, Summer Youth Employment and Training Program, consistent with the Title IIC, year-round Youth Program.
- 8. Allow prescribed use of limited JTPA Title II and Title III funds for employment generating activities.

#### **Administrative Waivers**

- 1. Exclude persons who transfer to another program for continuation of services from the calculation of the Entered Employment Rate for the Title from which they were transferred.
- 2. Allow the use of Program Income earned in one JTPA Title for any JTPA Title.
- 3. Reduce cost categories to two, Administration and Program, for all Titles.
- 4. Replace Title III post-program follow-up requirements with Unemployment Insurance (UI) base wage file matching.

### **B. PROGRAM WAIVERS:**

P1. Allow stand-alone Job Search, Job Search Assistance and Work Experience.

# Summary of Waiver Request

- 1. Allow job search and job search assistance for all adult and youth participants as a stand-alone service.
- 2. Allow stand-alone work experience for all adults and youth.

These stand-alone services would only be provided in cases where the Objective Assessment and Individual Services Strategy show that these interventions are appropriate for the client.

### Citation(s)

- 1. JTPA §204(c)(2)(A) & (B); §264(d)(3)(B) and 20 CFR §628.535(b)(2).
- JTPA §§204(c)(2)(A); 264(b)(1)(D)(iv); 264(d)(3)(B) and 20 CFR §627.245(d) &(e).

### **State Policy**

Not Applicable.

#### **Barrier**

- 1. For many JTPA Title II customers, the assessment shows that job search assistance and job search skills training are the very services they need in order to become employed. Unlike Title III customers, Title II clients cannot receive these valuable services unless they are combined with additional basic education or occupational skills training. This not only hinders serving individual customer needs, but also creates inconsistency in the types of assistance provided to the unemployed population, and may require SDAs either to provide unneeded services, or not serve some clients at all.
- For some Title II and Title III participants, the assessment may show that work experience is the most appropriate intervention strategy for the individual, but it is not allowed unless it is combined with other activities. This prevents SDAs from offering the most appropriate service in cases where only work experience is necessary.

In many cases, dislocated workers could also benefit from work experience since not all dislocated workers have exemplary work histories or pre-employment skills. There are opportunities in the public and nonprofit sector for work-experience which would help these clients. Many welfare recipients and other JTPA-eligible participants who have had some type of vocational training but have not been able to find a job due to their lack of experience in the field would also benefit from stand-alone work experience.

# Impact/ Outcomes

1. Allowing stand-alone job search assistance and job search skills training to Title II customers will allow SDAs to meet the needs of a larger group of low income unemployed adults and youth who need only these services to obtain employment. Using their existing skills base, more customers can enter or return to the workforce where they can add to their skills on the job. This will result in higher placement rates at a lower cost per placement.

In addition, this waiver encourages the development of a seamless delivery of service by creating a consistent menu of services for all unemployed adults. It will provide flexibility in meeting individual customer needs, increase effectiveness, efficiency and customer satisfaction. Finally, the waiver will allow SDAs to maximize the resources that JTPA brings to the One-Stop system. It will assist in planning with other agencies to provide an integrated, comprehensive and customer focused array of services that meets each partner's goals.

2. Work experience would be available to a larger group of participants and would provide case managers the flexibility to address the specific needs of a participant in cases where the assessment shows that this is the appropriate strategy.

SDAs that implement this waiver will commit to a 3 percent improvement in their Adult Entered Employment Rate and/or Youth Positive Terminations, depending on the group they choose to target. The baseline year for comparison is Program Year (PY) 1995-96. SDAs may also choose additional waivers that require an increase in performance goals for various programs. In these cases, the cumulative increase in performance goals for each program will be a maximum of 5 percent.

## State/ Federal Goal(s) Met

State goals: Promotes an integrated service delivery system; facilitates customer choice; assists welfare recipients to find jobs.

DOL Guiding Principles: Offers individual opportunity and customer choice; promotes leaner government, organized around One-Stop concept; promotes local flexibility.

### Individuals Impacted

Youth and adults in Title II and Title III programs.

### P2.

Allow the provision of training (including OJT with a current or previous employer) as a post-termination service and allow post-termination services for up to one year for all titles.

# Summary of Waiver Request

Allow Title III participants to receive post-termination services for up to one year, consistent with Title II. Allow training as a post-termination service for Title II and Title III participants. Waive the provisions of 20 CFR 627.240(f)(3) to allow upgrade OJTs with a current or former employer as a post-termination service.

### Citation(s)

JTPA  $\S204(b)(1)$ , (b)(2)(J) and (c)(4); 264(c)(2) and (d)(5); 314(c)(15).

20 CFR §627.310(e) and 627.240(f)(3).

### **State Policy**

Not applicable.

#### **Barrier**

Many JTPA participants have never worked or have not worked for a long period of time. They have limited knowledge of how to deal with various problems relating to the world of work. If problems on the job or at home become insurmountable to them, they may quit the job or let their performance suffer enough to be fired. Additional post-termination services, including training and other support, can provide the intervention to help clients stay employed while learning life-long coping skills.

Most SDAs currently co-enroll welfare clients into both JTPA and the Greater Avenues for Independence (GAIN) Program, California's welfare-to-work program. Many of these clients have access to employer-provided training, and take advantage of this training to advance and get better jobs. However, clients who lack child care or transportation or are in jobs where employers do not pay for training, are vulnerable to fluctuations in the economy, future downsizing, or company restructuring. The limitation on the use of JTPA funds for providing post-termination services can result in loss of a job, returning the worker to the unemployment or welfare systems.

While these participants often get entry level jobs, without further training they may never advance beyond entry level wages. Post-termination services, including training while on a job, can help these individuals move to self-sufficiency. For example, a participant is placed in an entry level job working in the mail room of a company upon termination from the JTPA program. The participant subsequently has an opportunity to apply for a clerical support position in the same company, however, lacks the necessary computer skills. This waiver would allow JTPA to provide the individual with short-term training in computer skills, thus allowing the individual to move up into a higher paying position. In addition to assisting this client to become self-sufficient, this would also open up the entry level position for another JTPA or welfare client.

Many Title III clients would also benefit from this type of assistance on their new jobs. Some Title III participants might also be able to avoid layoff if they could receive upgrade training in another job.

# Impact/ Outcomes

In a One-Stop environment, partner agencies must work together to use resources efficiently. Post-termination services including training, would allow SDAs to leverage additional services, including employer-provided services and help from partner agencies. Together they could share the cost and responsibility for providing these services for clients. For example, the SDA may agree to arrange some classroom training, one partner may be able to provide assistance with transportation, while another might help with tools or other problems. These types of coordinated services would help participants become self-sufficient and develop the skills they need to remain employed.

This waiver would result in increased job retention and productivity. SDAs that implement this waiver expect the wages of their clients who receive these services to increase by 10 percent over the client's wage at placement. This will be measured one year after the client has terminated from the program. The state will develop an automated tracking system to assist SDAs in identifying those clients that receive services after termination.

In addition, California will maintain current safeguards to ensure that employers do not receive federal funding for training that they would normally provide their employees.

## State Goal(s) Met

State goals: Promotes integrated service delivery; facilitates customer choice; assists welfare recipients in attaining skill levels required for long-term self-sufficiency.

DOL Guiding Principles: Provides individual opportunity and customer choice; provides greater local flexibility.

## Individuals Impacted

Welfare recipients who must move into jobs quickly; other economically disadvantaged individuals and dislocated workers who need additional support and limited training to retain employment.

P3.

Exclude Social Security Disability Income (SSDI) as income when determining eligibility for Title II services.

Summary of Waiver Request

The Federal Regulations require that when establishing eligibility for Title II JTPA services, Social Security Disability Income (SSDI) must be counted as income in determining whether an individual is economically disadvantaged. Waive this regulation and allow SSDI to be excluded as income.

Citation(s)

20 CFR §626.5.

**State Policy** 

JTPA Directive D95-30: Eligibility Determination and Verification for Titles II, III, and IV-C.

**Barrier** 

Many disabled individuals are unable to qualify for JTPA Title II services because the amount of SSDI received during the income qualification period puts them over the income guidelines for economically disadvantaged, even when they are considered a family-of-one. In a One-Stop environment with other agencies that serve disabled individuals, the JTPA regulation hinders coordination and linkage among programs and denies access to customers who need JTPA services.

# Impact/ Outcomes

This waiver will allow for better coordination with other agencies in a One-Stop environment and will increase services to disabled individuals. SDAs that choose to implement this waiver should increase the number of disabled adults served in the Title IIA-77% Adult Program by 5 percent over the number served in this program in PY 1995/96. Client characteristics reported on quarterly reports by SDAs implementing this waiver will be used to determine the number of disabled clients served.

Although the waiver will make it possible for disabled youth to participate, the number of youth who would qualify for JTPA services as a result of this waiver is not expected to be significant. Therefore the performance outcomes will focus on Title IIA-77% Adult Program only.

State/ Federal Goal(s) Met State goals: Promote coordination and collaboration among programs to integrate service delivery and facilitate customer choice and ease of access.

DOL Guiding Principles: Promote individual opportunity and customer choice; provide state and local flexibility.

Individuals Impacted Disabled Adults and Youth who apply for JTPA services.

P4.

Utilize the Youth Positive Termination Rate as a core standard instead of the two current standards of Entered Employment and Employability Enhancements.

# Summary of Waiver Request

Waive the two JTPA youth performance standards and replace them with the DOL non-core standard entitled "Youth Positive Termination Rate" as the State's single core youth performance standard.

### Citation(s)

JTPA Section 106(b).

Department of Labor, Training and Employment Guidance Letter (TEGL) No. 4-95, Change 2, dated August 20, 1996, (revised annually).

### State Policy

JTPA Directive D96-12: Title II Performance Standards for Program Year 1996-97.

#### **Barrier**

There are two measures of performance for youth programs, the Entered Employment Rate and the Employability Enhancement Rate. Both of these outcomes are calculated, based on <u>all program terminations</u>, for youth ages 14-21. For example, the entered employment rate calculation includes data for youth ages 14-17, who usually do not go to work, but return to school. Conversely, the computation for the employment enhancement rate includes data for 18-21 year olds who usually get placed on jobs.

While entering employment may be a desirable goal for youth ages 18-21, it is not necessarily appropriate for youth ages 14-17. For these youth, completing their education and learning relevant workplace skills or "employability enhancements" is the more appropriate goal.

If the outcomes for each of these two groups were calculated together to reflect all positive program terminations, then the SDAs could tailor services to meet the needs of the individual youth, rather than having to offer and provide services that are not appropriate or not needed. It would allow for better coordination with the One-Stop and School-to-Career systems, as well as better customer service.

# Impact/ Outcomes

The Youth Positive Termination Rate has been a non-core standard for many years. If our request to use it as a core standard is approved, it would be implemented statewide to ensure equitable treatment of all SDAs in distributing the incentive funds based on the performance standard criteria. The goal for all SDAs would be to increase the number of positive youth terminations (combined data from the two youth standards) by 3 percent over positive youth terminations in PY 1995/96.

# State/ Federal Goal(s) Met

State goals: Promote coordination and collaboration among programs to integrate service delivery and facilitate customer choice and ease of access.

DOL Guiding Principles: Providing States, local communities and training systems with the freedom to tailor programs to meet real, locally determined needs.

# Individuals Impacted

Youth in Title IIC Programs.

**P5.** Allow youth OJT without adult wage requirements.

Summary of Waiver Request

Waive the requirement that a Youth OJT assignment must pay the average adult wage.

Citation(s)

JTPA §264(d)(3)(C)(i); and 20 CFR §627.240(j) and §628.804(j)(1)(i).

State Policy

JTPA Draft Directive: Youth OJT Restrictions.

#### **Barrier**

The JTPA requires that at least 50 percent of youth served should be out-of-school and hard-to-serve. For many of these youth, OJT positions in the private sector are the only interventions that are appropriate. However, employers have expressed a reluctance to hire inexperienced youth at a wage comparable to that paid more experienced adults. Because of this, training for youth has largely been confined to limited internships, entry employment experience and classroom training activities. Unfortunately, these activities do not require employers to hire participants upon completion of training.

# Impact/ Outcomes

Instead of the requirement that a youth OJT assignment pay a wage that equals or exceeds the average wage at placement in the SDA for adult participants, the youth OJT assignment would be required to pay the local prevailing wage for the position. This waiver would considerably increase the employment and training opportunities for all youth, especially those who are out-of-school, since there are few other appropriate subsidized work-based services available. If this waiver is approved, we would expect the number of employers willing to hire and train youth participants to increase.

The performance goal for SDAs that choose to implement this waiver is to increase Youth Positive Terminations by 1 percent as compared to 1995/96 levels. For those SDAs that choose this and other optional waivers which require an increase in performance outcomes for youth, the cumulative increase in the Youth Positive Termination Rate will be 5 percent.

### State Goal(s) Met

State goals: Strengthens the link between education and workforce preparation. Promotes coordination and collaboration among programs including One-Stop and School-to-Career. Assists welfare recipients in achieving employment goals and attaining skill levels required for long-term self sufficiency.

DOL Guiding Principles: Provides individual opportunity and customer choice; provides local flexibility.

# Individuals Impacted

Youth in Title IIC Programs.

P6.

Allow flexibility to offer the full range of employability enhancement training to all youth, regardless of age.

# Summary of Waiver Request

Allow SDAs flexibility in designing youth programs to offer the full range of employability enhancement training to all youth regardless of age.

### Citation(s)

JTPA Section 106(b).

Department of Labor, Training and Employment Information Notice (TEIN) No. 5-93, Change 1, June 23, 1994 and No. 16-94, December 13, 1994; TEIN No. 10-88, November 21, 1988.

#### **State Policy**

JTPA Directive D96-12: Title II Performance Standards for Program Year 1996-97; JTPD Information Bulletin 88-12.

#### **Barrier**

The Department of Labor issues detailed instructions on what youth employability enhancements must include, and who is eligible to receive them. Currently, youth ages 14-15 are limited to completion of competencies in basic education or pre-employment/work maturity skills. Youth ages 16-21 are limited to completion of competencies in basic education or job specific skills. This requirement restricts SDAs from offering appropriate training to meet the needs of the individual youth regardless of their age. This waiver will eliminate these artificial requirements for Employability Enhancements that must be offered to youth.

# Impact/ Outcomes

This waiver would allow SDAs to offer youth access to any one of the "competency" courses based on their individual needs rather than on their age. It would also facilitate collaboration between JTPA youth programs and the School-to-Career system.

The performance goal for SDAs that choose to implement this waiver is to increase Youth Positive Terminations by 1 percent as compared to 1995/96 levels. For those SDAs that choose this and other optional waivers which require an increase in performance outcomes for youth, the cumulative increase in the Youth Positive Termination Rate will be 5 percent.

## State/ Federal Goal(s) Met

State goals: Promotes coordination and collaboration among programs to integrate service delivery and facilitate customer choice and ease of access. Strengthens the link between education and workforce preparation.

DOL Guiding Principles: Provides States, local communities and training systems with the freedom to tailor programs to meet real, locally determined needs.

# Individuals Impacted

Youth in Title IIC Programs.

### P7.

Allow a 10 percent window for Title IIB, Summer Youth Employment and Training (SYETP) Program, consistent with the Title IIC, year-round Youth Program.

# Summary of Waiver Request

Allow up to 10 percent of the enrollments in Title IIB to be non-economically disadvantaged if they face one or more barriers to employment, as is permitted under Titles IIA and IIC. Apply Section 263(e) of the JTPA to Title IIB participants.

### Citation(s)

JTPA §254(b)(2) and 263(e) 20 CFR §628.702 and §628.803.

### **State Policy**

JTPA Directive D95-30: Eligibility Determination and Verification for Titles II, III, and IVC; Directive D96-20: Federal the State Guidance for 1997 SYETP.

#### **Barrier**

The Title IIC year-round youth program allows up to 10 percent of enrollees to be non-economically disadvantaged if they face one or more barriers to employment. There is no such provision for the Title IIB summer program. This prevents a number of youth who have participated in the year-round program from benefiting from the valuable experience of the summer jobs program.

This distinction hampers the ability of SDAs to provide a continuity of services between the two youth programs. It also hinders collaboration between JTPA and the School-to-Career system.

# Impact/ Outcomes

If the waiver is granted, many youth who participate in the Title IIC year-round program would be able to benefit from the summer program and reinforce the workforce preparation skills they have learned in the classroom. It would allow for greater collaboration between JTPA and the School-to-Career system.

The waiver will allow many at-risk youth who are currently ineligible for SYETP, to participate in the summer jobs program using the 10 percent window for eligibility. This will ensure consistency and the provision of seamless services for youth and will encourage youth to return to school and continue their education.

In order to implement the 10 percent window for the summer program, California will adopt the same definition used to establish barriers to employment which is currently used in Title IIC.

California will require SDAs who implement this waiver to submit a written report on how this waiver increased coordination and collaboration between JTPA Title IIB and IIC, and between JTPA and School-to-Career programs.

State/ Federal Goal(s) Met State goals: Promote coordination and collaboration among programs to integrate service delivery and facilitate customer choice and ease of access.

DOL Guiding Principles: Providing States, local communities and training systems with the freedom to tailor programs to meet real, locally determined needs.

# Individuals Impacted

Youth in Titles IIB and IIC.

# **P8.** Allow prescribed use of limited JTPA funds for Employment Generating Activities.

# Summary of Waiver Request

Waive the requirements that prohibit the use of JTPA funds for Employment Generating Activities. Such funding shall be limited to a total of 5 percent from JTPA Title IIA 77% and/or Title III 50% formula allocated funds and would be used to support local economic development activities. In smaller SDAs where 5 percent is less than \$50,000 of such funds, SDAs may use up to \$50,000. In all other SDAs such funds may not exceed \$400,000.

### Citation(s)

JTPA §141(q) (Waive ONLY the requirement pertaining to the prohibition of employment generating activities and economic development activities. Retain language in §141(q) that prohibits the other specified activities.)

20 CFR §627.225(a)(1).

### **State Policy**

Not Applicable.

#### **Barrier**

The SDAs are currently prohibited from engaging in employment generating activities beyond coordination with economic development agencies. These prohibitions have a serious effect on communities, especially rural areas with high unemployment rates. Despite the State's overall economic gains, many rural counties continue to experience negative job growth and high unemployment rates.

SDAs are severely limited in the ways they can address local economic problems. Many counties, especially those with significantly high unemployment and poverty rates, are struggling to meet the local demand for new jobs. This situation is made more difficult in light of welfare reform. In California, there are an estimated 500,000 individuals on public assistance who will need to transition from welfare to work.

The 1992 Amendments to JTPA prohibited the use of JTPA funds for employment generating activities, such as vouchering for local enterprise zones. This has hindered placement efforts for JTPA customers, who, in high unemployment areas, are competing against a more experienced labor pool. Businesses are far more likely to hire a worker with experience than a JTPA participant just out of training, a reality in an economy with limited employment potential.

Small business comprises the majority of California's economic base, yet studies have shown small businesses to be at risk of failure. However, JTPA requirements prohibit involvement in business incubators that offer technical assistance and other services to ensure the survival of entrepreneurial enterprises.

Due to the collective impact of high unemployment, high poverty rates and welfare reform, the availability of employment opportunities generated by business expansion, growth and new development is further diminished. Prohibiting the use of JTPA funds for activities supporting job creation, especially in areas of high unemployment, hampers an SDA's ability to meet the needs of the customers the system was designed to serve.

# Impact/ Outcomes

The use of such funding will allow SDAs with high unemployment rates to increase the numbers of jobs available for JTPA participants. Allowable activities are limited to those that directly benefit JTPA participants, for example: promoting the use of first source hiring agreements; vouchering services in support of various enterprise zone efforts; collective marketing of services available through JTPA with local economic development practitioners; advertising to industry clusters that match the skill sets of JTPA participants; and active participation with local business resource centers (incubators) to provide technical assistance to small and new business to reduce the rate of business failure.

Under this waiver, JTPA funds would NOT be allowed for foreign travel; activities aimed at promoting business relocation; or activities which result from any general purpose of economic development corporations, business advocacy organizations, county general funds, or private or public financial institutions (such as the creation of revolving loan funds, investment in industrial park infrastructure, financing of lighting, building materials or water/sewage systems) or the purchase of equipment that would directly benefit private businesses or enterprises. These funds must remain in the control of the SDA and may not be redirected, in whole or in part, to any other agency. Subcontracting for services will not be precluded, however, the SDA will remain accountable for the oversight and expenditure of these funds for JTPA purposes.

In addition, this funding may not be used to supplant or duplicate facilities or services available in the area from federal, state of local sources. Such funding may only be used for activities which are in addition to those which would otherwise be available in the area in the absence of such funds. State policy will be developed to further define employment generating activities, to ensure that these activities are charged to the appropriate cost category, and to set appropriate parameters for using JTPA funds for this purpose.

SDAs that choose to implement this waiver will commit to an increase of 2 percent in the Entered Employment Rates for Title IIA 77% and Title III 50% formula, as compared to 1995/96 levels.

For those SDAs that choose to implement this and other optional waivers which require an increase in performance on the Adult Entered Employment Rate for Title IIA 77% and Title III 50% formula programs, the cumulative increase in performance will be 5 percent.

## State/ Federal Goal(s) Met

State Goals: Promotes coordination and collaboration among programs to integrate service delivery and facilitate customer choice and ease of access. Strengthens the connection between economic development and workforce preparation by focusing training on the needs of business and industry. Assists welfare recipients in achieving employment goals and attaining skill levels required for long-term self sufficiency.

DOL Guiding Principles: Provides States, local communities and training systems with the freedom to tailor programs to meet real, locally determined needs. Ensures that business, labor and community organizations are full partners in systems design and quality assurance.

# Individuals Impacted

Title IIA, Title III, Welfare/GAIN participants.

#### C. ADMINISTRATIVE WAIVERS

#### A1.

Exclude persons who transfer to another JTPA program for continuation of services from the calculation of the Entered Employment Rate for the Title from which they were transferred.

# Summary of Waiver Request

The DOL reporting instructions require that the calculation of performance outcomes includes individuals who transfer to another JTPA program as a non-positive termination from the JTPA program. Allow the State to exclude these individuals when calculating the Entered Employment Rate (EER) performance outcome for the program from which they are transferring.

### Citation(s)

Training and Employment Information Notice (TEIN) No. 5-93, Change 1, page 31. (Statewide Program Information Report [SPIR] instructions).

Reference JTPA Section 165(c).

### **State Policy**

JTPA Directive D96-12: Title II Performance Standards for Program Year 1996-97.

#### **Barrier**

The SPIR instructions currently require transfer outcomes to be considered non-positive outcomes in the calculation of the EER.

This requirement creates a disincentive for planning integrated service delivery, which includes transferring clients to other programs to obtain needed services. The overall effect is to drive up program costs and discourage coordination of programs in a One-Stop environment. There are ways to manipulate the system through "coenrollment" and other paperwork intensive methods. However, the trend toward leaner, cleaner program administration demand a simpler solution, that is, removing these transfers from the calculation of the entered employment rate performance outcome for the program from which they are transferring.

Individuals who are continuing in JTPA either through another JTPA funding source, regional projects at another SDA or have transferred to another SDA should not be considered unsuccessful outcomes. As clients transition to various projects and SDAs, not only do they receive value-added services, they also increase their job skills.

The vision of the One-Stop system is to create a seamless service system as experienced and perceived by the customer, which provides a continuous stream of services where all program strategies are available. Labeling program transfers as unsuccessful, discourages transfer of clients to other programs, encourages paperwork intensive strategies to manipulate the system, drives up administrative costs, hinders coordination with other programs, and discourages clients from seeking multiple services.

# Impact/ Outcomes

With the increased emphasis on collaboration, partnership and ongoing services through One-Stop Centers, it is to be expected that more customers will transition between JTPA and other One-Stop programs and between contiguous SDAs. Removing the transfer outcomes from the calculation of the EER would result in removing the "unsuccessful termination" flag from these transfers, and lower administrative costs by reducing the numbers of clients to receive post termination follow-up contacts for reporting purposes. It would also allow for tracking individuals through various JTPA programs, which is not possible now, due to the separate reporting requirements in the SPIR.

It would also assure equity and consistency in the delivery of services to customers. It would support maximum administrative attention to planning, program development and collaboration with One-Stop development.

SDAs that choose to implement this waiver will increase their performance on the EER for Adults in Title IIA 77% and Title III 50% formula programs by 2 percent over the PY 1995/96 level.

For those SDAs that choose this and other optional waivers which require an increase in performance on the Entered Employment Rate for Adults in Title IIA 77% and Title III 50% formula programs, the cumulative increase in performance will 5 percent.

# State Goal(s) Met

State goals: Promotes coordination and collaboration; facilitates customer choice and ease of access.

DOL Guiding Principles: Promotes individual opportunity and customer choice; allows state and local flexibility to tailor programs to meet locally determined needs.

### Individuals Impacted

All JTPA participants.

### A2.

Allow the use of Program Income earned in one JTPA program Title to be used for any JTPA Title.

# Summary of Waiver Request

Waive the requirement of 20 CFR 627.450(c) which requires that the use of program income be added to, and used for the same purposes as, the funds of the grant, subgrant and title under which it was earned. Waive the requirements of 20 CFR 627.450(c)(1)(iv) to apply the same cost limitation and classification requirements to the use of such income. Allow the program income to be used for any JTPA Title regardless of fund source or cost limitation requirements.

### Citation(s)

JTPA §141(m).

20 CFR §627.450(c).

### State Policy

JTPA Directive D86-5: Income Generated as a Result of Job Training Partnership Funds.

#### **Barrier**

Currently, program income must be used in support of the programs and activities under the Title in which the income is generated. The regulations further specify that the classification of costs in Sections 627.440 and 631.13 also apply to the use of program income. These requirements are very labor intensive and do not support local collaboration. Often a small amount of income must be tracked to a number a different categories and further split into the specific fund sources that generated the income. This intense tracking is costly and prevents funds from being used efficiently to provide program services. For example, \$1,000 in program income, generated under several fund sources, might be used to purchase much needed computer software. However, it must be determined whether the software would benefit each particular fund source, and whether the cost limitations of each of the fund sources is exceeded. If this cannot be done, the funding cannot be used.

# Impact/ Outcomes

The waiver would allow SDAs the flexibility to design and operate small scale programs and to use funds in a more cost-efficient manner, allowing closer collaboration with the One-Stop system and the School-to-Career system. It would also allow the use of program income appropriately carried-over from previous program year(s) to be combined with current year program income to fund innovative projects.

To use program income to cover program expenses in a more cost effective manner and to facilitate coordination within a One-Stop environment, California will develop policy guidance governing the use of program income.

The SDAs that implement this waiver will be required to report to the state on how it was used to improve programs or services to clients. Their report will also indicate any direct or indirect effect that the waiver has had on performance outcomes in the funded programs or services.

## State/ Federal Goal(s) Met

State goals: Promotes coordination and collaboration among programs to integrate service delivery and facilitate customer choice and ease of access.

DOL Guiding Principles: Providing States, local communities and training systems with the freedom to tailor programs to meet real, locally determined needs.

# Individuals Impacted

Adult and youth programs including collaboration with One-Stop services and the School-to-Career system.

**A3.** Reduce the cost categories to two: Administration and Program for all titles.

# Summary of Waiver Request

Reduce cost categories for all JTPA funded programs to two, administration and program.

Citation(s)

JTPA §108(b)(1),(2),(3),(4); §108(c)(3); §253(a)(3); §315(a-c).

20 CFR §627.440(b),(c),(d); §627.445(a),(b)(3),(d)(3); §631.13(a)(1) and (c through e); §631.14(a through e) and (g); §631.62.

**State Policy** 

JTPA Directives: D96-26: Title II Cost Limitations; D96-15: Title III Cost Limitations.

**Barrier** 

The number and variance in cost categories among JTPA titles greatly increases the time, investment, and complexity of contracting, accounting, cost allocation, budgeting and administering the JTPA delivery system.

These different requirements hinder the SDAs' ability to provide a seamless service delivery to the customers, such as the One-Stop effort. Moreover, the complicated accounting systems that are necessary to manage these funds and report outcomes make it difficult to approach the kind of collaboration required among workforce development partners, and divert SDA staff time from more critical services to program participants.

# Impact/ Outcomes

This waiver will produce an effective, understandable and realistic accounting and reporting system, will save local staff time in administration and benefit participants. It will support quality programs and outcomes, such as collaboration, planning, service delivery and support the much needed flexibility in service design represented by most of California's waiver requests. The waiver will make it easier to collaborate across program tracking systems, avoid protracted contract negotiations with providers who find the current system burdensome, and support the workforce development model by facilitating collaborative investment in integrated planning and service delivery.

California will establish this as a statewide waiver. The SDAs will be required to maintain, at a minimum, the same level of training services to participants as provided in PY 1995-96, and to report to the state on the ways in which this waiver has assisted them in achieving state goals related to the One-Stop Career Center system, the School-to-Career system and the Welfare-to-Work system. In addition, the state will require each SDA to submit a report to the state at the end of the program year which specifies how this waiver has improved local collaboration with other programs and flexibility in their program design.

# Met

State Goal(s) State goals: Promotes coordination and collaboration among programs to integrate service delivery; contributes to performance management systems that are outcome-based. Assists welfare recipients in achieving employment goals and attaining skill levels required for long-term self sufficiency.

> DOL Guiding Principles: Contributes to leaner government and greater accountability; provides state and local flexibility.

# **Individuals Impacted**

All JTPA participants.

## A4.

Waive the Title III post-program follow-up (PPFU) requirements.

# Summary of Waiver Request

For Title III only, allow California to discontinue doing PPFU at the thirteenth week following termination and use the Unemployment Insurance (UI) base wage file for assessing post-program outcomes. This request replaces the EDD's January 1997 request to then Assistant Secretary Tim Barnicle for a performance standards waiver. By definition, this is a statewide waiver request.

### Citation(s)

JTPA Section 106 and 20 CFR Section 627.470.

Training and Employment Guidance Letter No. 4-95 Change 2, August 20, 1996.

### State Policy

JTPA Directive D96-12: Performance Standards for PY 1996/97 and PY 1997-98.

#### **Barrier**

This requirement places an unnecessary administrative burden on the State and the SDAs. PPFU is a costly administrative process that, under Title III, is not necessary for performance standards. In addition, PPFU at the thirteenth week is sometimes irrelevant to the goals of specific Governor's Discretionary 40 percent and Secretary's National Reserve Account projects. It is also irrelevant for the growing number of industries with short-term, intermittent assignments, such as agriculture, entertainment, temporary help agencies and construction, when the current PPFU time-limited review does not accurately reflect actual employment/ wage outcomes for participants entering those forms of employment.

# Impact/ Outcomes

California is implementing an alternate PPFU system which will provide longer term wage and employment outcome data for the entire employment and training system in the State. Implementation of this waiver will avoid unnecessary duplication with the development of that system.

The State proposes to use the UI base wage information to replace the current Title III PPFU data. We are aware that the UI wage information will not be available at the same time as, nor be identical to, the current Standard Program Information Report data provided by the PPFU telephone surveys: However, using the UI files will enable California to provide the DOL and the employment and training system with the benefits of:

- Information on all California Title III terminees rather than a sample of terminees. The only exception will be those terminees for which no valid match can be found in the base wage file.
- An ability to compare pre-enrollment wages with post-termination wages for virtually as long as the participant remains employed in California. The current plan is to track participants for three years following termination.

- An analysis of wage recovery rates for Title III program participants including information on longer term job retention.
- A more comprehensive study of program effectiveness, rather than the "snap-shot" in time provided by the 13-week telephone survey.

The Secretary of Labor has previously suggested that a key measure of success under the Title III Dislocated Worker Program is wage replacement after termination. The alternative longer term follow-up proposed by California will allow a more accurate indication of the JTPA intervention and provide better information on job retention and wage recovery.

## State/ Federal Goal(s) Met

State goals: Strengthens the connection between economic development and workforce preparation; includes performance management systems that are outcome-based.

DOL Guiding Principles: Promotes leaner government; ensures greater accountability by focusing on outcome-based performance management; assures State and local flexibility to tailor programs to meet real, locally determined needs.

# Individuals Impacted

Dislocated Workers served under JTPA Title III.

# **III. OUTCOMES AND PERFORMANCE TARGETS**

# A. **SUMMARY**

The outcome improvements and performance targets are summarized in the matrix below for each of the waivers that California is requesting.

Α	Program Waivers	Performance Goal	Data Source	Base Year
P1.	Allow stand-alone Job Search Assistance and Work Experience for youth and adults.	SDA will increase by 3% Adult Entered Employment Rate at termination or youth "positive terminations" depending on target group served.	Fourth quarter reports	PY 1995/96
P2.	Allow the provision of training (including OJT with a current or former employer) as a post-termination service and allow post-termination services for up to one year for all titles.	Targeted individuals will show an increase of 10% in wages at one year after termination.	Match between the Unemployment Insurance base wage file and adults receiving post-termination services. Earliest possible completion date December 1999.	One year after termi- nation
P3.	Exclude SSDI as income when determining eligibility for Title II services.	SDA will show a 5% increase in number of disabled adults served in the Title IIA 77% program.	Fourth quarter reports	PY 1995/96
P4.	Utilize the Youth Positive Termination Rate as a core standard instead of the two current standards of Entered Employment and Employability Enhancements. This is a statewide waiver.	All SDAs will show a 3% increase in youth positive terminations. A positive termination is defined as total placements at termination plus total youth receiving enhancements divided by total youth terminations.	Fourth quarter Reports	PY 1995/96
P5.	Waive the requirement that a Youth OJT assignment must pay the average adult wage.	SDA will show a 1% increase in youth positive terminations (see definition above). For those SDAs that choose this and other optional waivers which require an increase in youth positive terminations, the cumulative increase in the Youth Positive Termination Rate will be 5%.	Fourth quarter reports	PY 1995/96

Α	Program Waivers	Performance Goal	Data Source	Base Year
P6.	Allow flexibility to offer the full range of employability enhancement training to youth, regardless of age.	SDA will show a 1% increase in youth positive terminations (see definition above). For those SDAs that choose this and other optional waivers which require an increase in youth positive terminations, the cumulative increase in the Youth Positive Termination Rate will be 5%.	Fourth quarter reports	PY 1995/96
P7.	Allow a 10% window for the Title IIB, Summer Youth Program, consistent with the Title IIC, year-round Youth Program.	Report to state on benefits in year of implementation.	Qualitative	Year pre- ceding imple- mentation
P8.	Allow prescribed use of limited JTPA Title IIA 77% and Title III 50% formula funds for employment generating activities.		Fourth Quarter Reports	PY 1995-96

В	Administrative Waivers	Performance Goal	Data Source	Base Year
A1.	Exclude persons who transfer to another program for continuation of services from the calculation of the Entered Employment Rate.	SDA will increase the Adult Entered Employment Rate at termination by 2% for Title IIA 77% and Title III (formula). For those SDAs that choose this and other optional waivers which require an increase in the Entered Employment Rates for Title IIA 77% and Title III (formula), the cumulative increase in the Entered Employment Rate for each program will be 5%.	Fourth quarter reports	PY 1995/96
A2.	Allow the use of Program Income earned in one JTPA title for any JTPA title.	SDA report to state on use of Program Income and relevant performance improvements	Qualitative	Year pre- ceding use of program income
A3.	Reduce cost categories to two, Administration and Program, for all titles. This is a statewide waiver request.	All SDAs to maintain same level of training, measured as the percent of clients receiving training, and report to state on how this has helped them to achieve state goals related to One-Stop, Welfare-to-Work and School-to-Career.	Standard Program Information Report for training levels Qualitative	PY 1995/96 for training levels.
A4.	For Title III only, allow California to discontinue doing PPFU at the thirteenth week following termination. By definition, this is a statewide waiver request.	California will experience a reduction in post-program follow-up costs, and will increase performance accountability through use of the UI Base Wage File.	Contract with UC Berkeley.	Base Year PY 1995/96 contract

### **B. PERFORMANCE OUTCOMES AND TARGETS**

Due to the diversity of local economic conditions and client needs in California's 52 Service Delivery Areas (SDA), all of the waivers that we are requesting will not be implemented on a statewide basis. Instead, SDAs will have an opportunity to implement only those waivers that will assist them in improving coordination and services in their local program areas. The three exceptions to this are:

(NOTE: P1 refers to Program Waiver No. 1, etc. A1 refers to Administration Waiver No. 1, etc.)

- P4. Utilize the Youth Positive Termination Rate as a core standard instead of the two current standards of Entered Employment and Employability Enhancement Rate;
- A3. Reduce cost categories to two, Administration and Program, for all titles; and
- A4. For Title III only, allow California to discontinue doing PPFU at the thirteenth week following termination. By definition, this is a statewide waiver request.

### Statewide Waivers:

The Youth Positive Termination Rate has been a non-core standard for many years. If our request to use it as a core standard is approved, it would be implemented statewide to ensure equitable treatment of all SDAs in distributing the incentive funds based on the performance standard criteria. There is already a federal worksheet for calculating the positive termination performance of each SDA and the required data is already being collected. All SDAs would be required to increase the number of positive youth terminations by 3 percent over positive youth terminations in PY 1995/96.

If our request to reduce cost categories to two, Administration and Program, is approved, we will require statewide implementation to simplify financial reporting and allow for state roll-ups. Although the performance measure for this administrative waiver is qualitative to some degree, we will require SDAs to demonstrate that they have maintained the level of training provided to their clients in the 1995/96 program year. The state will verify this using the percent of clients receiving training. These data are collected as part of the Standard Program Information Report (SPIR). In addition, the state will require each SDA to submit a report to the state at the end of the program year which specifies how this waiver has improved local collaboration with other programs and flexibility in their program design. Although we do not expect this waiver to have a direct impact on performance outcomes, in the long-term, we believe that it will assist the state in building a more cohesive system and implementing the goals of One-Stop and STC.

The request to waive the post-program follow-up for Title III participants and substitute base wage file tracking will allow California to gather more useful information for evaluation purposes at a lower cost.

### **Optional Waivers:**

All of the remaining waivers will be implemented by only the SDAs that request them. The expected performance outcomes related to each waiver are discussed below:

P1. Allow stand-alone Job Search Assistance and Work Experience for youth and adults.

The SDAs that implement this waiver will commit to a 3 percent improvement in their Adult Entered Employment Rate and/or Youth Positive Terminations, depending on the group(s) they choose to target. The baseline year for comparison is PY 1995/96. The Adult Entered Employment Rate will be calculated by dividing the number of adult entered employments at termination by total terminations and comparing that result to the same calculation for PY 1995/96. A youth positive termination is defined as total placements at termination plus total youth receiving enhancements divided by total youth terminations. For those SDAs that choose this and other optional waivers which have an expected increase in performance goals for various programs, the cumulative increase in performance goals for each program will be a maximum of 5 percent.

P2. Allow the provision of training (including OJT with a current or previous employer) as a post-termination service and allow post-termination services for up to one year for all titles.

This waiver focuses on assisting individuals who are placed at termination to retain their jobs and obtain the skill levels required to attain long-term self-sufficiency. The SDAs that implement this waiver expect the wages and benefits of their clients who receive these services to increase by 10 percent over the client's wage at placement. This will be measured one year after the client has terminated from the program. The state will develop an automated tracking system to assist SDAs in identifying those clients that receive services after termination. The system will be used, along with the base wage file, to compare wages earned by the client at placement to their wages earned one year after termination from the program. Additionally, the state will maintain current safeguards to ensure that employers do not receive federal funding for training/retraining laid off and subsequently recalled/rehired employees.

P3. Exclude SSDI as income when determining eligibility for Title II services.

This waiver should increase the number of disabled individuals served in the Title II-77% Adult Program by 5 percent over the number served in this program in PY 1995/96. Client characteristics reported on quarterly reports by SDAs implementing this waiver will be used to determine the number of disabled clients served.

P5. Waive the requirement that a Youth OJT assignment must pay the average adult wage.

This waiver will allow SDAs to offer OJT opportunities to youth again and should have a direct, positive impact on their performance on the Youth Entered Employment Rate. SDAs that choose to implement this waiver will show a 1 percent increase in youth positive terminations. For those SDAs that choose this and other optional waivers which require an increase in youth positive terminations, the cumulative increase in the Youth Positive Termination Rate will be 5 percent.

P6. Allow flexibility to offer the full range of employment enhancement training to all youth, regardless of age.

This waiver will allow SDAs flexibility to provide services to youth based on their needs rather than on their age. SDAs that choose to implement this waiver will show a 1% increase in youth positive terminations. For those SDAs that choose this and other optional waivers which require an increase in youth positive terminations, the cumulative increase in the Youth Positive Termination Rate will be 5 percent.

P7. Allow a 10 percent window for the Title IIB, Summer Youth Program, consistent with the Title IIC, year-round Youth Program.

This waiver is expected to enhance coordination between Title IIC, SYETP and the School-to-Career programs, and to assist SDAs in serving at-risk youth who do not meet the Title II income eligibility requirements. It would not have a direct impact on performance measures since there are no performance standards for the summer youth program. The state will require all SDAs who implement this waiver to explain how it helped them to better coordinate the JTPA Titles IIC and IIB and the JTPA and School-to-Career programs in a narrative report at the end of the summer program following the first year of the waiver implementation.

P8. Allow prescribed use of limited JTPA Title II and Title III funds for employment generating activities.

The SDAs that choose to implement this waiver will be expected to increase their Adult Entered Employment Rate for Title IIA 77% and Title III 50% formula participants by 2 percent. For those SDAs that choose to implement this and other optional waivers which require an increase in performance on the Adult Entered Employment Rate for Title IIA 77% and Title III 50% formula programs, the cumulative increase in the Entered Employment Rate for each program will be 5 percent.

A1. Exclude persons who transfer to another program for continuation of services from the calculation of the Entered Employment Rate for the title from which they were transferred.

SDAs that choose to implement this waiver will increase the Adult EER for Title IIA 77% and Title III (formula) participants by 2 percent at termination. For those SDAs that choose this and other optional waivers which require an increase in the EERs for Title IIA 77% and Title III 50% formula, the cumulative increase in the EER for each program will be 5 percent.

A2. Allow the use of Program Income earned in one JTPA Title for any JTPA Title.

SDAs that implement this waiver will be required to report to the state on how it was used to improve programs or services to clients. Their report will also indicate any direct or indirect effect that the waiver has had on performance outcomes in the funded programs or services.

#### IV. STATE AND LOCAL ACTIONS TAKEN TO REMOVE BARRIERS

State law governing employment and training programs is found in the California Unemployment Insurance Code, Section 15000 et. seq. Implementation of the waivers requested in this plan will not require amendment to the Code. State JTPA policy is disseminated through JTPA Directives, issued by the EDD's Job Training Partnership Division. These have been reviewed for relevance to the waivers requested, and identified above in Section II. On approval of specific waivers by the DOL, the state will issue new Directives and/or reissue relevant Directives with new guidelines.

The SDAs implementing specific approved waivers will be required to revise their own policies and guidelines, and to describe in their applications the process that will be used to accomplish this. Additional information regarding the local application process is included on page 40.

#### V. STATE AND LOCAL CONSULTATION PROCESS

#### A. STATE CONSULTATION PROCESS:

California's process for development of the state waiver plan has been inclusive. The EDD has solicited input on waivers from all interested parties in the employment and training community. A web page has been set up on the Internet, accessed through the SJTCC Home Page, containing information on the background and principles of the waiver development process, as well as directions for submitting a waiver request by means of a form which can be filled out on-line and submitted electronically. Information on the waiver opportunity, and the method to submit requests, was sent to state and local partners, including education, social services and economic development agencies. Meetings were held with key agencies and groups to encourage them to work with their constituents in identifying waivers that would benefit the state's employment and training, education and welfare reform efforts.

A total of 127 waiver requests were submitted through the Internet by the established deadline, including many duplicates. The unduplicated requests were screened by state staff and grouped into subject areas. Threshold criteria were then applied to the requests to ensure that they were: (1) consistent with the federal law and DOL guidelines; (2) contained sufficient information; and/or (3) could not be accomplished through change in state policy or procedure. An ad hoc Advisory Group was convened to review the remaining 32 waiver requests and evaluate them against specific criteria. In a number of cases, the Advisory Group felt that there was insufficient information to justify the request, or that, although the concept was sound, there needed to be additional research before submittal. It was agreed that a second waiver request to DOL should be considered to include those suggestions that are still under evaluation.

The invited members of the ad hoc, cross-organizational Advisory Group included representatives from:

- SDAs
- EDD's Workforce Development Branch
- EDD's Job Training Partnership Division
- EDD's Job Service Division
- Job Service Local Division Chiefs
- EDD's Office of Workforce Policy
- State School-to-Career Office
- California Department of Education
- California Community Colleges
- California Department of Social Services
- California Trade and Commerce Agency
- California Conservation Corps
- Organized Labor
- SJTCC

#### DOL, Region IX

There was unanimous agreement among the Group that the twelve waivers submitted with this request will contribute to the achievement of the State's Goals for Workforce Preparation; address the federal Principles for Further Reform of the Job Training System; strengthen the state's JTPA program; contribute to the state's welfare reform efforts; increase coordination with School-to-Career; and facilitate the delivery of services in a One-Stop environment.

In close collaboration, staff from the SJTCC and the EDD's Workforce Development Branch developed an extensive and inclusive process for assuring broad outreach notification of the State's draft Waiver Plan. Suggestions were solicited from members of the Waivers ad hoc Advisory Work Group and from other interested parties. Both electronic (Internet) and traditional (postal service, hand delivery) means were used to disseminate information relative to the Draft Plan. On April 24, 1997, a copy of the draft State Plan was included on the website for public review and comment. All interested parties were notified of this and asked to submit their comments prior to the meeting of the SJTCC on May 7, 1997. Over 300 notices were distributed to state and local organizations. Many of these organizations redistributed the notice to their internal and external constituencies. The following provides the general distribution of California's draft Waiver Plan:

GENERAL INTEREST AREA	DISTRIBUTED BY	DATE DIST.	FURTHER DISTRIBUTION
California Legislature	EDD/Legislative Liaison Office	4/24/97	Each member of the Senate and Assembly; interested staffers
Service Delivery Areas (SDA)/ Private Industry Councils (PIC)	EDD/JTPD	4/25/97	Full set to each SDA, notification to each PIC Chair. Notification sent to Western Job Training Partnership Association
Local Elected Officials (JTPA)	EDD/JTPD	4/25/97	Local discretion
State Job Training Coordinating Council (SJTCC)	SJTCC Staff	4/25/97	To each member of the full council
Various Partner Employment and Training State Councils:  One-Stop Career Center System Task Force  School-to-Career Task Force Governor's Committee for Employment of Disabled Persons Older Workers Task Force Employment Training Panel	SJTCC Staff SJTCC Staff GCEDP OW Task Force SJTCC Staff	4/25/97 4/25/97 4/25/97 4/25/97 4/28/97	Distributed to Task Force/ Committee/members by SJTCC Same as above Executive Directors distributed to membership Same as above Same as above
CA Department of Education	SJTCC Staff	4/29/97	CDE distributed to Adult Ed, ROP/Cs, School Districts
Chancellor's Office of California Community Colleges	SJTCC Staff	4/29/97	COCCC distributed 375 to local community colleges. SJTCC staff distributed to Board of Governors

GENERAL INTEREST AREA	DISTRIBUTED BY	DATE DIST.	FURTHER DISTRIBUTION
California School Board	SJTCC Staff	4/22/97	SJTCC has extensive mailing
Association, Community College	00.000	,	list including these
League, Academic Senate for			organizations. Further
Community Colleges, National			distribution at organizational
Assn. of Education and Training			discretion.
Contractors, Ca. Assn. Voc.			<u> </u>
Administrators, Ca. Assn. of			
Private Post Secondary Schools			
other professional academic			
organizations			
Welfare/Social Services			
<ul> <li>County Welfare Departments</li> </ul>	DSS	4/22/97	Further distribution at
<ul> <li>GAIN Coordinators</li> </ul>	DSS		organizational discretion.
<ul> <li>Social Services Agencies</li> </ul>	DSS		_
County Welfare Directors'	EDD	4/25/97	Association Director
Association President			distributed to membership
Economic Development			<u> </u>
Small Business Development	TCA	4/25/97	Press Release
Centers			
	555/A 5: :	1/07/2-	Birth of the second
California Assn. of Local     Canamia Day	EDD/Assn. Chair	4/25/97	Distributed to membership via
Economic Dev.  • Various Chambers of Commerce	SJTCC	4/05/07	TEAM CA on Internet
Various Chambers of Commerce	53100	4/25/97	Further distribution at
Local Governmental	SJTCC Staff	4/25/97	organizational discretion.  Further distribution at
	STICC Stall	4/25/97	
Associations     League of California Cities			organizational discretion.
California State Association of			
Counties			
Labor	SJTCC Staff	4/25/97	Further distribution at
• AFL-CIO	00.000	5, 6.	organizational discretion.
United Auto Workers			
Ca. State Empl. Assn.			
Business Associations	SJTCC Staff	4/25/97	Further distribution at
<ul> <li>Ca. Manufacturers' Assn.</li> </ul>			organizational discretion.
<ul> <li>Nat'l Fed. of Independent</li> </ul>			
Business			
<ul> <li>Nat'l Employer Leadership</li> </ul>	EDD/Marketing	4/15/97	
Council			
<ul> <li>Ca. Employer Council/Employer</li> </ul>			
Advisory Groups			
Other State Entities			
<ul> <li>EDD Job Service Field Office</li> </ul>	EDD/JSD	4/30/97	
Managers	SJTCC Staff	4/25/97	Further distribution at
<ul> <li>Key Stakeholder Department</li> </ul>	SJTCC Staff	4/25/97	organizational discretion.
Directors			
Ca. Research Bureau			
Other distribution			
This extensive list includes the	SJTCC Staff	4/25/97	Further distribution at
SJTCC's mailing list in addition to			organizational discretion.
Community -based Organizations,			
private individuals, research			
organizations, professional			
organizations, employment			
agencies, etc. The list includes			
over 300 addressees.			

A summary of the written comments received on the draft State Plan is included in the Appendix section of this report, along with copies of all comments and letters of support.

The draft State Plan was reviewed by the SJTCC Oversight and Coordination Committee at a public meeting on May 7, 1997. Public comment was supportive of the Waivers Plan, with only non-substantive technical suggestions made. Upon completion of the public comments, the Committee, with delegated authority from the full SJTCC, voted unanimously to recommend that the Governor approve the state's waiver plan.

We would like to express our particular thanks to the staff of DOL, Region IX. They have worked closely with state staff on an ongoing basis. The regional staff have been extremely helpful and responsive to our questions and have provided excellent quidance throughout the process.

#### **B. LOCAL CONSULTATION PROCESS:**

In order for SDAs to begin the local implementation process as soon as possible, they will be given the opportunity to prepare for implementation during the period that DOL is reviewing the state plan. When official approval is received, SDAs will be ready to implement the waivers.

As soon as the Governor has signed the state plan, the state will send a Directive, including an application for SDAs to request specific waivers from among the optional waivers that are approved. The application, which will become part of the local Job Training Plan, will require each SDA to describe the methods used to inform the public of the waivers and solicit local input. The signature of the Local Elected Official (LEO) will be required on the application, in addition to the PIC Chair. The signatures will assure public disclosure of the waiver through a locally determined process, agreement to achieve the required performance improvements associated with each waiver, and a date for local implementation of the waivers that are approved by DOL.

#### VI. MONITORING AND EVALUATION

#### A. GENERAL OVERSIGHT AND MONITORING:

The following entities provide JTPA monitoring and evaluation in the state. Each of these entities has been involved in the preparation of this plan, and will incorporate the approved waivers into their operations.

The SJTCC serves as the Governor's advisory body for promoting coordination of employment and training programs and resources throughout the state. It provides advice and counsel to assist the Governor in planning, coordinating and monitoring the provision of programs and services established under JTPA and under the state's enabling JTPA legislation, the Family Economic Security Act. The Council develops and recommends policy to guide the operation and oversight of JTPA; recommends funding allocations; and recommends approval of Job Training Plans developed by SDAs. The SJTCC promotes coordination among state and federal job training, vocational education, job placement and social service programs operating in California.

<u>The Director of EDD</u> is responsible for JTPA administration in California. Within EDD, there are four Divisions which have responsibility for the major JTPA oversight activities. The specific roles and responsibilities of the four Divisions responsible for JTPA oversight within EDD are as follows:

<u>Audit and Evaluation Division (A&ED)</u>: The A&ED conducts financial and performance audits, program evaluation, and other analytical studies. The A&ED is responsible for providing audit reports, appraisals, analysis, and recommendations for improving effectiveness and efficiency of JTPA programs in meeting goals and objectives. In conducting reviews of JTPA programs, the A&ED will identify and utilize appropriate criteria for program operations that have been granted waivers from the requirements of the JTPA. The A&ED will also provide technical assistance to the appropriate entities in the development of appropriate criteria and methodologies for evaluating the effects of the waivers.

Compliance Review Division (CRD): The CRD is responsible for the monitoring oversight of all SDA and other substate grant recipients receiving JTPA funds. The Monitoring Section within the CRD conducts ongoing program and fiscal monitoring, including annual onsite reviews of the procurement practices of SDAs. The monitoring reviews are conducted to ensure program compliance and fiscal integrity in accordance with all applicable federal and state laws, regulations, and policies.

The scope of the monitoring reviews are directed by the CRD Monitoring Guides for various titles and areas of operations. The guides contain all of the JTPA federal and state compliance requirements to which SDAs must adhere and provide a structured, uniform approach for reviewing and identifying weaknesses or compliance issues. Each monitoring review is conducted in accordance with the established monitoring protocol, including follow-up to ensure necessary corrective actions are taken or planned. As stated earlier, the CRD will revise its Monitoring Guide to incorporate the approved waivers into the scope of its monitoring reviews.

Investigation Division (ID): The ID provides investigative services in response to JTPA Incident Reports. The ID is responsible for preserving program integrity and protecting the Governor from the financial obligation which would be incurred if JTPA fraud and abuse were to go undetected or appropriate corrective actions were not taken. In situations where an investigation is required, the ID will identify and consider the appropriate criteria established by the waiver requirements.

Job Training Partnership Division: The JTPD is responsible for ensuring that the Governor's duty to preserve program integrity and promote program effectiveness is fulfilled. The JTPD reviews the oversight conducted of the SDAs and other subrecipients to ensure compliance with key program requirements established in JTPA and related regulations, in state law and in state policies. The JTPD provides technical assistance, guidance, and support to SDAs and other subrecipients to resolve audit, federal compliance review, and monitoring findings. The JTPD also maintains liaison with SDAs to improve program operations and ensure effective policy direction from the state.

The Division will transmit the waiver package via Directive to the SDAs. The Directive will require response by each SDA as to which waivers they will implement. Agreements will then be signed by the SDA, the PIC, the LEO and the state, committing to increased performance and adherence to waiver provisions.

#### **B. MONITORING PROGRESS OF WAIVERS:**

Waivers Ad Hoc Advisory Group: The Program Review Branch (CRD and A&ED) will be added to the membership of the Waivers ad hoc Advisory Group. The Group will continue to meet at least quarterly to track progress in implementation and outcomes of the waivers. They will review quarterly reports, information provided by SDAs, Monitors, and JTPD Program Management staff and make recommendations relating to new waivers and the direction of existing waivers in the second year.

Job Training Partnership Division: JTPD Program Management staff will provide ongoing technical assistance to individual SDAs in implementing the waivers, as well as follow-up activities in response to the issues raised by the ad hoc Advisory Group and the CRD. The JTPD Data Analysis and Tracking Group will be responsible for design and implementation (along with the Information Technology Branch) of tracking methods that will provide the data needed to evaluate waiver implementation progress.

The JTPD program managers will meet with each SDA that is approved for an EGA waiver within two months of such approval. The JTPD staff person will assist the SDA in assuring that their planned use of the waiver is in keeping with state and federal direction as stipulated in the waiver. Any issues raised will be resolved immediately. Follow-up reviews will occur as necessary to assure ongoing compliance with state and federal direction.

<u>Compliance Review Division</u>: The CRD will revise its Monitoring Guides to include review of the statewide and specific waivers for each SDA, with first priority reserved for monitoring the waiver on allowing the use of JTPA funds for Employment Generating Activities.

### VII. APPENDIX

A.	SUMMARY OF COMMENTS RECEIVED ON DRAFT WAIVER PLAN	A1
B.	LETTERS OF SUPPORT	A6

Commenter	Organization	Waiver	Comment
John Ostlund	KJWL Radio 670 P Street Fresno, CA 93721-2704	P8: Employment Generating Activities	In support of waiver
Emory Wilson	Fresno Chamber of Commerce P.O. Box 1469 2231 Fresno Street Fresno CA 93716-1469	P8: Employment Generating Activities	In support of waiver
Antonio Valdez District Director	U.S. Small Business Administration 2719 N. Air Fresno Dr., # 200 Fresno, CA 93727	P8: Employment Generating Activities	In support of waiver
Richard Brassfield Rural Development Director	U.S. Department of Agriculture 4625 W. Jennifer #126 Fresno, CA 93277	P8: Employment Generating Activities	In support of waiver
James E. Shekoyan	Baker, Manock and Jensen Attorneys at Law 5260 N. Palm Ave. 4th Floor Fresno CA 93704-2209	P8: Employment Generating Activities	In support of waiver
Stephen S. Wollery Commercial Department Manager	Pearson Realty 2550 W. Shaw Ave. Fresno, CA 93711	P8: Employment Generating Activities	In support of waiver
Roger M. Anderson President	Pearson Realty 2550 W. Shaw Ave. Fresno, CA 93711	P8: Employment Generating Activities	In support of waiver
John Ostlund	Jeffrey/Scott Advertising 670 P Street Fresno, CA 93721	P8: Employment Generating Activities	In support of waiver
Ramond W. Dunn President	Floway Pumps - A Member of the Weir Group of Companies 2494 S. Railroad Ave. P.O. Box 164 Fresno, CA 93707	P8: Employment Generating Activities	In support of waiver
William H. Randolph County Administrative Officer	The County of Fresno Room 300, Hall of Records 2281 Tulare Street Fresno, CA 93721	P8: Employment Generating Activities	In support of waiver

Commenter	Organization	Waiver	Comment
Jim Patterson Mayor	City of Fresno City Hall 2600 Fresno Street Fresno, CA 93721-3600	P8: Employment Generating Activities	In support of waiver
Hal Kissler President	Manco Abbot, Inc. Real Estate Management 6051 Fresno St. #210 Fresno, CA 93710-5264	P8: Employment Generating Activities	In support of waiver
J. L. Waugh, Jr. President/General Manager	Gray Lift, Inc. 4646 E. Jensen Avenue Fresno, CA 93725	P8: Employment Generating Activities	In support of waiver
Lee R. Schultz	4757 N. Van Ness Blvd. Fresno, CA 93704	P8: Employment Generating Activities	In support of waiver
Robert J. Cardinal CEBS Chairman	Benefit Administration Corporation 770 E. Shaw Ave. Suite 200 Fresno, CA 93710	P8: Employment Generating Activities	In support of waiver
Bob Jones CEO	B&R Roofing Company 4667 N. Blythe Fresno, CA 93722	P8: Employment Generating Activities	In support of waiver
Dennis K. Metzler President	Metzler Enterprises, Inc. 4035 N. Valentine Ave. #102 Fresno, CA 93722	P8: Employment Generating Activities	In support of waiver
Jerry E. Cook	Grundfos Pumps Corporation 2555 Clovis Avenue Clovis, CA 93612	P8: Employment Generating Activities	In support of waiver
Robert E. Duncan Chairman of the Board	Duncan Enterprises 5673 Shields Avenue Fresno, CA 93727	P8: Employment Generating Activities	In support of waiver
Deborah J. Nankivell Executive Director	The Fresno Business Council 5260 N. Palm, Suite 300 Fresno, CA 93704	P8: Employment Generating Activities	In support of waiver
John Brewer CEO	CMB Industries, Inc. P.O. Box 8070 Fresno, CA 93747-8070	P8: Employment Generating Activities	In support of waiver

Commenter	Organization	Waiver	Comment
Edwin S. Darden, Jr. Architect, AIA	Edwin S. Darden Associates, Inc. 1177 W. Shaw Avenue Fresno, CA 93711-2704	P8: Employment Generating Activities	In support of waiver
Paul Besselievre	The Trane Company Fresno Sales District 2039 N. Fine Fresno, CA 93727	P8: Employment Generating Activities	In support of waiver
Ruth Evans Chair of the Fresno Private Industry Council; Owner of Human Resource Solutions	Human Resource Solutions 770 E. Shaw Avenue, Suite 214 Fresno, CA 93710	P8: Employment Generating Activities	In support of waiver
Dennis Winans Director	Central California Small Business Development Center 3419 W. Shaw, Suite 102 Fresno, CA 93711	P8: Employment Generating Activities	In support of waiver
James G. Palmer	James G. Palmer Appraisals, Inc., Real Estate Appraisers 1285 W. Shaw Avenue, #108 Fresno, CA 93711	P8: Employment Generating Activities	In support of waiver
Richard. A. Johanson Chair	Johanson Transportation Service Corporate Office P.O. Box 2645 Fresno, CA 93745	P8: Employment Generating Activities	In support of waiver
Claude G. Laval, III President	Claude Laval Corporation LAKOS, Liquids, Solids, Filtration 1365 N. Clovis Ave. Fresno, CA 93727-1670	P8: Employment Generating Activities	In support of waiver
Vincent Correll President	HQ Fresno HQ Business Centers 516 W. Shaw Avenue, Suite 200 Fresno, CA 93704	P8: Employment Generating Activities	In support of waiver

Commenter	Organization	Waiver	Comment
Larry Willey President	LarDow Inc., dba Willey Tile Co. 5502 W. Mission, Suite 103 Fresno, CA 93722	P8: Employment Generating Activities	In support of waiver
Michel C. Thielen		P8: Employment Generating Activities	In support of waiver
G. W. Webser, Jr. Publisher	The Business Journal P.O. Box 126 Fresno, CA 93707	P8: Employment Generating Activities	In support of waiver
Lee Ferrero President and CEO	Private Industry Council San Luis Obispo County 3568 Higuera Street, Suite 100 San Luis Obispo, CA 93401	Waive Performance Standards for serving Adult Welfare Recipients	In support of considering this as a waiver to be included in the package
Eric Mandell	Trade and Commerce Agency	P8: Expressed concerns that the language in the proposal would prohibit contracting out for services	Recommends that the proposal language contain wording to specify that SDAs are not prohibited from contracting out for services.
Virginia Hamilton, Executive Director	Western Job Training Partnership Association	All waivers included in state plan.	WJTPA supports waivers included in the initial state plan and the state's commitment to consider additional waiver requests in the coming months for a second submission to DOL.
K. Curtis Jones, General Manager	AT&T Wireless Services	P8: Employment Generating Activities	Supports 10% of JTPA funds to be used for EGA.
Pat Noyes, Director	Office of Business Development CA Trade and Commerce Agency	P8: Employment Generating Activities	Testimony strongly supports EGA to bring employers and workforce together at local level.
Steve Arcelona and Raymond Holland	Private Industry Council of San Francisco	Comments and suggestions pertaining to all waivers requested.	Testimony conveys varied levels of conditional support for each waiver requested and suggests additional waivers.
Antonio Castillo, Director	California Labor Federation, AFL-CIO, Workers Assistance Program	Comments on all of the waivers requested.	Testimony conveys support for all of the waivers requested with further specification at the state level prior to implementation.

# LETTERS OF SUPPORT